

**BOARD OF POLICE AND FIRE COMMISSIONERS MINUTES**  
**August 23, 2016**

President Koch called the meeting to order.

**A. Roll Call**

Present at roll call were Commissioners Charles Koch, Jean Ruda, Angie Rogerson, Lois Kaster, and Dan Bestul. Also present were Administrator Rath, Fire Chief Rausch, Deputy Fire Chief Heins, Police Chief Kelley, 1 citizen and Bridget Cooke of the Monroe Times.

**B. Election of Officers (President, Vice-President, Secretary)**

Jean Ruda nominated Charles Koch for President. There were no other nominations. Motion made by Dan Bestul and seconded by Jean Ruda to close the nominations. Motion carried. On voice vote, Charles Koch was elected President.

Lois Kaster nominated Jean Ruda as Vice-President. There were no other nominations. Motion made by Dan Bestul and seconded by Lois Kaster to close the nominations. Motion carried. On voice vote, Jean Ruda was elected Vice-President.

City Clerk Stamm briefly explained the duties of the Secretary. The Secretary does not need to be a member of the board.

Angie Rogerson nominated City Clerk Carol Stamm to be the Secretary. There were no other nominations. Motion made by Dan Bestul and seconded by Jen Ruda to close the nominations. Motion carried. On voice vote, Carol Stamm was elected the Secretary.

**C. Correction of Minutes**

Motion made by Jean Ruda and seconded by Lois Kaster to approve. Motion carried.

**D. Business: Open Meeting**

**1. Discuss and possibly take action regarding fire department promotions, resignations, and appointments**

Fire Chief Rausch explained and presented the following list:

Promotions

Charles Montgomery to Division Chief of Apparatus Division 1/1/2014

Nick Bartels to Captain of Apparatus Division 1/1/2014

Richard Wyss to Lieutenant of Apparatus Division 1/1/2014

Chad Pfund to Lieutenant of Apparatus Division 1/1/2014

Eric Welty to Captain (Department Health & Safety Officer) 1/1/2014

Jared Van Dellen to Lieutenant of Emergency Medical Response Division 1/1/2014

Appointment as New Members

Darin Lincicum 9/16/2013

Tanya Lincicum 9/16/2013

Sean Moroz 9/16/2013  
Alex Lonien 9/19/2015  
Edward Graves 9/16/2015  
Jessica Klarer 9/19/2015  
Timothy Sanft 9/19/2015  
Matthew Rhoe 9/19/2015

#### Resignations

Ronald Briggs 9/9/2013 (36 years)  
Robert Wartenweiler 6/15/2014 (50 years)  
Tammy Hartwig 7/21/2014  
Brett Hartwig 12/31/2014  
Larry Anderson 1/7/2015 (27 years)  
Randy Seffrood 1/21/2015  
Chris Hammel 10/1/2015  
Hollis Bausman 4/15/2016 (40 years)  
Sean Moroz 8/13/2016  
Daryl Rausch 9/25/2016

Questions and discussion took place. Motion made by Jean Ruda and seconded by Angie Rogerson to approve. Motion carried.

### **2. Discuss and possibly take action regarding police department promotions, resignations, and appointments**

Police Chief Kelley explained and presented the following:

#### Permanent Status:

Jacob Allen - March 2014  
Brent Krebs - May 2014  
Nathan Foltz - June 2016

#### Resignations:

Brett Broge - June 28, 2016  
Jake Teasdale - Sept. 10, 2016  
Jacob Townes - Aug. 29, 2016

Motion made by Lois Kaster and seconded by Jean Ruda to approve and accept. Motion carried.

### **3. Discuss upcoming police officer hiring process**

Police Chief Kelley explained that he started the process of taking applications and has received 58. 36 were then invited to test. The next step is to look at the scores and then an oral interview with staff and a video scenario. He plans to set up interviews with the Police & Fire Commission around the middle of October. Questions and discussion took place.

**4. Discuss and possibly take action regarding process, qualifications, and timeline for recruitment and hiring of a replacement Fire Chief**

President Koch said that we should appoint a temporary chief and go out and see what is available and set a time limit.

Administrator Rath presented information regarding the Neogov software for taking employment applications online.

The Board generally agreed to go out for applications with a closing date 4 - 6 weeks out, using the Neogov online process. Discussion ensued, including discussion on weighting qualifications. Admin. Rath will get some examples. More questions and discussion took place.

The Board agreed to meet again to discuss setting up the process and qualifications during the week of Sept. 5<sup>th</sup>. City Clerk Stamm is to send out a doodle poll to check availability of the members. They agreed to a 4 week time period to advertise.

**E. Business: Closed Meeting**

President Koch read the purpose of the closed meeting under Wis. Stats. 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility along with the following agenda item.

**1. Discuss qualification of potential internal candidates for a replacement Fire Chief (Interim or Regular) and possible appointment**

Motion to close the meeting made by Dan Bestul and seconded by Jean Ruda. Motion carried unanimously on roll call vote.

Others then left the meeting.

Discussion ensued.

Motion made by Jean Ruda and seconded by Lois Kaster to re-open the meeting. Motion carried unanimously on voice vote as announced by President Koch.

**F. Business: Open Meeting**

**1. Possibly appoint a replacement Fire Chief (Interim or Regular)**

Others returned to the meeting at this time. Motion made by Dan Bestul and seconded by Jean Ruda to appoint Lane Heins as the interim chief (effective Sept. 26, 2016). Motion carried.

**G. Business by Members**

None

**H. Adjournment**

Motion made by Dan Bestul and seconded by Angie Rogerson to adjourn. Motion carried.

Carol J. Stamm, CMC/WCMC  
City Clerk/Director of General Government